

VIRGINIA DEQ ENVIRONMENTAL EXCELLENCE PROGRAM**VEEP ANNUAL REPORT: EMS/POLLUTION PREVENTION PLAN RESULTS & UPDATE**

Reports are due by April 1 for the **previous calendar year**.

See [instructions](#) for more information

GENERAL INFORMATION

FACILITY NAME: Sample Report: Local Government
Vehicle Maintenance Facility

PRIOR FACILITY NAME:

MEMBERSHIP LEVEL: E2

FACILITY CONTACT

Name: John Doe
Phone: 703-555-5555
Email: john.doe@cityofanywhere.gov

FACILITY PERMIT NUMBERS

Hazardous Waste: VAD8465982246
Solid Waste:
Water:
Air:
Ground Water Withdrawal:
Wetlands (VWP):
Toxics Release Inventory:
Facility Registration System (FRS):
Other (local environmental, etc.):
FIFRA:

ENVIRONMENTAL IMPACT REPORTING

CATEGORY: Energy Use

INDICATOR: Total Energy Use

Additional Information on Indicator: We are taking many different steps to reduce energy. For electricity: We replaced overhead lights and ballasts on the shop floor with the most efficient fluorescents available. We installed motion sensors on overhead lighting in supply room and bathrooms. We directed staff to make computers "go to sleep" after 10 minutes of inactivity and to shut down computers instead of restarting them when leaving for the day. For natural gas used for heating and cooling: We replaced old moulding on windows with new moulding to minimize drafts, and we set the

thermostat to 2 degrees cooler than usual in the winter, and 2 degrees warmer in the summer.

Normalizing Basis:

Number of employees

Normalizing Basis Notes:

We experienced a slight increase in staff in 2005.

	Baseline	Year 1	Year 2	Year 3
Year	2004	2005	2006	
Actual Quantity	180,655	172,487	164,882	
Normalizing Ratio	1	1.04	1.04	
Normalized Quantity	180655	165852.885	158540.385	

Units:

MMBtu

Cost Savings:

\$ 35,000

Additional Cost Savings Information:

\$35,000 represents costs savings for 2005 and 2006 combined, net of energy efficiency investments.

CATEGORY:

Waste

INDICATOR:

Hazardous Waste Disposed

Additional Information on Indicator:

We changed our inventory system to virtually eliminate the need to dispose of unused fuels and paints. We also identified cost-effective venues for recycling hazardous wastes (mainly used automobile fluids) instead of sending wastes to a hazardous waste landfill.

Normalizing Basis:

Number of employees

Normalizing Basis Notes:

We experienced a slight increase in staff in 2005.

	Baseline	Year 1	Year 2	Year 3
Year	2004	2005	2006	
Actual Quantity	845	836	811	
Normalizing Ratio	1	1.04	1.04	
Normalized Quantity	845	803.846	779.808	

Units:

lbs

Cost Savings:

\$ 4,200

Additional Cost Savings Information:

\$4,000 represents costs savings for 2005 and 2006 combined. Savings are due mostly to better inventory procedures to avoid disposal of unused fuels and paints. Switching from recycling to disposal for these hazardous wastes has been largely cost-neutral.

EMS & ENVIRONMENTAL PERFORMANCE UPDATE

EMS Development Progress:	We instituted a formal record-keeping system for unregulated impacts (water use and energy use). We also developed guidance that clarifies staff roles for EMS implementation.
Comments Related to Compliance Issues:	We had no compliance issues in 2006.

ADDITIONAL INFORMATION

Awards and Recognition:	We received the Governor's Award for Environmental Excellence in 2006.
Outreach to the Public:	Every year, we visit several local high school and vocational school auto repair classes in the area to talk about safe and responsible handling of automotive fluid wastes and batteries.
Best Practices:	1) Just-in-time inventory system for fuels and paints. 2) We use secondary containment for all stored chemicals, including paints, thinners, strippers, de-greasers, cleaners, and automotive fluids, to prevent potential spills from entering floor drains. 3) We recycle antifreeze and other used fluids.
Others:	

SUBMITTAL

Initials:	JD
Date:	04/01/2007

For assistance, please contact Keith Boisvert at (804)698-4225 or at kaboisvert@deq.virginia.gov